

Fanshawe College

FIRST: Fanshawe Innovation, Research, Scholarship, Teaching

Documentation (Approvals etc...)

Career Development Practitioner

2016

CPT2 Curriculum Modification for 2017-18

Fanshawe College

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CURRICULUM MODIFICATION REQUEST FORM

COURSE OR PROGRAM CURRICULUM "RATIONALE FOR CHANGE"

Program Requiring Changes

Program Title: Career Development Practitioner		
Program Number: CPT2	Date Submitted: Click here to enter a date.	
Dean responsible for program: Pam McLaughlin	Chair: Sandra Fieber	
Credential Provided: <input type="checkbox"/> Declaration of Academic Achievement <input type="checkbox"/> Local Certificate <input type="checkbox"/> Ontario College Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Advanced Diploma <input checked="" type="checkbox"/> Grad Certificate <input type="checkbox"/> Degree <input type="checkbox"/> Apprenticeship		
Program Intakes: <input checked="" type="checkbox"/> F <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> S Other:	Catalogue Year(s) Impacted: 17/18	
Residency Requirement: <input checked="" type="checkbox"/> Met or <input type="checkbox"/> Not Met	Date of Last Program Review: Click here to enter a date.	
<i>I have read the reasons for the change and...</i>		<i>Signature and date</i>
Dean of Faculty (responsible for program): PAM MCLAUGHLIN	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	P. McLaughlin
Dean of Faculty (impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Dean of Faculty (impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Senior Vice President Academic (required for major changes and late DAs):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Director, Centre for Academic Excellence:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	Jacely Geddes Jan 5/17
Office of the Registrar:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	A. Harwood Dec. 9/16.

mapping req'd or context for change.

Please answer each of the questions below, if applicable. Missing or incomplete information may delay review of the proposed changes.

1.0 Describe proposed change(s). Complete Appendix A (if necessary) and amend SDAR (Refer to Appendix C).

SOCI-6014 Field Practicum increase from 122 hours to 150 hours (increase by 28 hours) and remove SOCI-6013 Field Integration (28 hours). No change to program total hours or the course numbers. Also, renamed SOCI-6014 to Field Placement Career Development (formerly Field Practicum).

2.0 Reason/Rationale for Changes

2.1 The reason for the change is based on:

- ☐ A recent program review
- ☐ College Advisory Committee feedback
- ☐ Program Advisory Committee feedback
- ☐ Student feedback
- ☐ KPI results
- ☐ Accreditation or other regulatory requirements
- ☐ Shared curriculum
- ☐ Trends in the field/industry
- ☒ Other (please describe): Field integration was used as an introduction to placement, and was 28 hours in length, now those hours are included in the placement, making it easier for the placement agency and the student

2.2 Does the change support the College's Strategic Framework (mission, vision, values)?

- ☒ Yes
- ☐ No (If no, please explain)

2.3 What strategic goal(s) does the proposed change support?

- ☐ Goal 1 - Enrolment growth
- ☐ Goal 2 - Flexible delivery options
- ☒ Goal 3 - Premier student experience
- ☐ Goal 4 - Sustainable College life

3.0 Students

3.1 Will the change affect the cost of the program for students?

- ☐ Yes

☒ No (student will save on the administrative fee on the course)

3.2 If yes, there will be an additional cost for:

- ☐ Materials (Include details):
- ☐ Equipment (Include details):
- ☐ Other (Please describe):

4.0 Program Learning Outcomes

4.1 Will the proposed change meet the Program Vocational Learning Outcomes? (Complete Appendix B and mark the changes in the mapping [e.g. red font])

- ☒ Yes
- ☐ No

4.2 Are there any implications related to progression because of pre-requisite courses (and/or co-requisite courses)?

- ☒ No
- ☐ Yes (If yes, please explain)

5.0 Relationships with Other Programs

5.1 Are any of the courses impacted by the change provided by another School (e.g., SLLS, LKSB) and/or delivered at another campus?

- ☒ No
- ☐ Yes

5.2 What Schools/Campuses will be impacted by the proposed change?

- ☐ School of Information Technology
- ☐ Lawrence Kinlin School of Business
- ☐ School of Tourism and Hospitality
- ☐ School of Health Sciences
- ☒ School of Human Services
- ☐ School of Nursing
- ☐ School of Public Safety
- ☐ School of Contemporary Media
- ☐ School of Design
- ☐ School of Language and Liberal Studies
- ☐ Norton Wolf School of Aviation Technology
- ☐ School of Applied Sciences and Technology
- ☐ Donald J. Smith School of Building Technology
- ☐ School of Transportation Technology
- ☐ Continuing Education
- ☐ Simcoe/Norfolk Regional Campus

- ☐ St Thomas/Elgin Regional Campus
- ☐ Woodstock/Oxford Regional Campus
- ☐ Huron/Bruce Regional Sites

5.3 Will the change affect pathway agreements (e.g., bridging, articulations, laddering, advanced standing) with other Fanshawe program(s) and/or other institution(s)?
(Refer to the pathway agreements listed here: <http://transferagreements.fanshawec.ca/>)

- ☒ No
- ☐ Yes (If yes, indicate when you will notify the other Fanshawe program(s) and/or other institution(s) and the Pathways Coordinator in the Centre for Academic Excellence of the change)

5.4 If this program is a Co-Operative Education program, will the proposed change impact Co-op?

- ☒ No
- ☐ Yes (If yes, consult with the Co-op office prior to submission)

6.0 Resource Implications of Proposed Changes

6.1 Will the proposed change have staffing implications?

- ☒ No
- ☐ Yes (If yes, please explain)

6.2 Will the proposed change impact any of the Enabling areas?

- ☒ No
- ☐ Yes (If yes, please explain)

6.3 Will the proposed change affect space and/or technology requirements?

- ☒ No
- ☐ Yes (If yes, please explain)

7.0 General College Requirements

7.1 Are changes consistent with Colleges policies?

- ☒ Yes
- ☐ No (If no, please explain)

7.2 Indicate:

- i) Total program hours before proposed change: _____ 600 _____
- ii) Total program hours after proposed change: _____ 600 _____
- iii) Level(s) in which the proposed change(s) occurs: _____ not applicable _____

7.2.1 Are the total program hours consistent with the requirements as listed below?

- ☒ Yes
☐ No (If no, please explain)

Local Certificate - 300 hours	Ontario College Certificate - 600 hours
Diploma - 1200 to 1400 hours	Advanced Diploma - 1800 to 2000 hours
Graduate Certificate - 600 hours	

7.3 Will the program meet the General Education requirements (Policy 2-B-02) as listed below?

Not applicable

- ☐ No
☐ Yes

Local Certificate, Ontario College Certificate and Graduate Certificate - none required)	Diploma - 3 required (minimum of 1 must be an elective)	Advanced Diploma - 4 required (minimum of 2 must be electives)
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7.4 Will the program have 25% distinct curriculum to meet the Residency Requirement of 25% credit units? Consider all pathway agreements (e.g., bridging, internal articulations, laddering, advanced standing) with other Fanshawe programs and/or other institutions.

- ☐ No
☒ Yes

Note: In accordance with POLICY NUMBER: 2-B-17 Graduation from Approved College Programs

...to be eligible for any College Credential a student must be enrolled and complete at least 25% of that program's credit units at Fanshawe College, unless stipulated differently by other approving bodies such as the Postsecondary Education Quality Assessment Board (PEQAB).

Ferreira, Anabela

From: Marshall, Laurie
Sent: Thursday, October 13, 2016 1:48 PM
To: Ferreira, Anabela
Subject: RE: SOCI-6014

That one is fine. The title has been revised.

From: Ferreira, Anabela
Sent: October 13, 2016 1:44 PM
To: Marshall, Laurie <LMarshall@fanshawec.ca>
Cc: Couturier, Wendy <WCouturier@fanshawec.ca>
Subject: RE: SOCI-6014

Can the title read...Field Placement Career Development?

Anabela Ferreira, BA, RRT, FCSRT, CPP | Program Consultant
Health Sciences, Nursing, Bridging for Internationally Educated Nurses and Human Services
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Room D3018- London Campus
aferreira@fanshawec.ca



We educate. We engage. We empower. And we excite.

From: Marshall, Laurie
Sent: Thursday, October 13, 2016 1:29 PM
To: Ferreira, Anabela <aferreira@fanshawec.ca>
Cc: Couturier, Wendy <WCouturier@fanshawec.ca>
Subject: RE: SOCI-6014

I have changed the hours and credit units. Sorry, the title is too long.

From: Ferreira, Anabela
Sent: October 13, 2016 12:13 PM
To: Marshall, Laurie <LMarshall@fanshawec.ca>
Cc: Couturier, Wendy <WCouturier@fanshawec.ca>
Subject: RE: SOCI-6014

Yes, that would be great, can we also add in the title
"Field Integration Career Development Practitioner"

Thanks

Anabela Ferreira, BA, RRT, FCSRT, CPP | Program Consultant

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From: Marshall, Laurie
Sent: Thursday, October 13, 2016 11:55 AM
To: Ferreira, Anabela <aferreira@fanshawec.ca>
Cc: Couturier, Wendy <WCouturier@fanshawec.ca>
Subject: RE: SOCI-6014

Hi Anabela,

SOCI 6014 was created in 2004 but it was never sectioned. The course was recently retired. Did you have another course in mind?

Thanks
Laurie

From: Ferreira, Anabela
Sent: October 13, 2016 11:49 AM
To: Marshall, Laurie <LMarshall@fanshawec.ca>
Cc: Couturier, Wendy <WCouturier@fanshawec.ca>
Subject: SOCI-6014

Hi Laurie

It is degree audit timeline again....

I have a quick question, is there a way to update SOCI-6014 Field Practicum from 122 hours to 150 hours?

Please let me know if you would require a new course number?

Thanks

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From: Marshall, Laurie
Sent: Thursday, October 13, 2016 12:09 PM
To: Ferreira, Anabela <aferreira@fanshawec.ca>
Cc: Couturier, Wendy <WCouturier@fanshawec.ca>
Subject: RE: SOCI-6014

I have reactivated the course. Funny that it hasn't been used over the past 12 years. Since it was never sectioned I can change the hours and credit units. Would you like me to go ahead with the changes?

From: Ferreira, Anabela
Sent: October 13, 2016 12:05 PM
To: Marshall, Laurie <LMarshall@fanshawec.ca>
Cc: Couturier, Wendy <WCouturier@fanshawec.ca>
Subject: RE: SOCI-6014

Yes, it is the correct number?

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From: Marshall, Laurie
Sent: Thursday, October 13, 2016 12:04 PM
To: Ferreira, Anabela <aferreira@fanshawec.ca>
Cc: Couturier, Wendy <WCouturier@fanshawec.ca>
Subject: RE: SOCI-6014

The course was retired because it has never been used. Are you sure this is the correct number?

From: Ferreira, Anabela
Sent: October 13, 2016 12:00 PM
To: Marshall, Laurie <LMarshall@fanshawec.ca>
Cc: Couturier, Wendy <WCouturier@fanshawec.ca>
Subject: RE: SOCI-6014

Hi

Oh no, how was it retired, it is part of the certificate program we offer?

Degree Audit Report

Catalog: 2017/2018

Program: CPT2

Name: Career Development Practitioner

Department: HUM - Human Services

Academic Level: PS

CCD: 7 - 2AcadSem/600-700 hrs

Credential: Ontario College Graduate Cert

Grade Scheme: LG

Major: CPT2 - Career Develop'nt Practitioner

Div: CED - Faculty of Regional & Continuing Ed

Co-Op Indicator: N/A

Academic Program Requirement

Total Credits: 34.00

Residency Reqmt: 9.00

GPA Requirement: 2.000

Residency Reqmt GPA: 2.000

Minimum Grade: D

Academic Requirement: CPT2.17 Career Development Practitioner

Major: CPT2

Grade Scheme: LG2

Minimum GPA: 2.000

Minimum Grade:

Subrequirement: Level 1

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
SOCI-6001	Orientation to Employment Counselling	45.00	3.00	
SOCI-6002	The Role of Assessment Instruments	45.00	3.00	
SOCI-6003	Career Transition & Change Management	45.00	3.00	
SOCI-6004	Community Development	45.00	3.00	
SOCI-6007	Sociological Perspective of Work	45.00	3.00	
SOCI-6008	Entrepreneurism & Program Management	45.00	3.00	
SOCI-6009	Counselling Diverse/Special Needs Groups	45.00	3.00	
SOCI-6010	Career Counselling	45.00	3.00	
SOCI-6011	Application of Labour Market Information	45.00	3.00	
SOCI-6012	Applied Organizational Psychology	45.00	3.00	
SOCI-6013	Field Integration	28.00	0.80	
SOCI-6014	Field Practicum	122.00	3.20	

Remove

Field Placement career

Development

150 hrs.
(1 by 28 hrs.)

Subrequirement: Program Residency

Students Must Complete a Minimum of 9 credits in this program at Fanshawe College to meet the Program Residency requirement and graduate from this program

Approved By Chair/Manager:

Hum November 7, 2016
Department and Date:

Approved by Dean:

Date: Nov 7 / 2016

General Education Approved By(as appropriate):

Date:


 Dec 6 / 16

de Groot, Elizabeth

From: Ferreira, Anabela
Sent: Friday, December 23, 2016 9:42 AM
To: de Groot, Elizabeth; Gedies, Tracy
Cc: Hodgson, Joan; Couturier, Wendy; DeLuca, Sandra; Khalili, Hossein
Subject: RE: Curriculum Modifications - Information Required

Hi Tracy

Here is some more details regarding the degree audit changes, and I was wondering if I explained it better, would there be a chance to not complete the program mapping.

CPT2 – in essence the program is not changing and the program outcomes are all met, the change includes removing the 28 hours from field integration and moving the 28 hours to field practicum, and the renaming of the practicum to Field Placement Career Development. The 28 hours and the 122 hours have become – 150 hours, in the past the student completed both of those at the same placement site, and it was confusing for the student and the placement, this way now the student will have the first week of placement as integration and the rest of the hours to follow in placement.

RNR4/RPR3 – the Pre-clinical readiness was added into the degree audit, as in the past it was completed as part of the clinical requirement to enter placement, students would come to the lab for those hours and complete scenario based simulations to ensure they were ready for the clinical placement site, now we are breaking that part out to show it's being done and the students are getting credit on their transcript. (another reason for the addition is the college of nurses requires the amount of simulation hours to be documented on the student's transcript) This clinical pre-readiness course would meet all the program learning outcomes as it is cumulative learning that comes together at the end to be applied in a real life case scenarios.

BIE1/BRN2 – see above for the pre-clinical readiness (same)

- If the student is unsuccessful in language fluency 1, there would be equates set up for language fluency 2, let me know if that is okay?

Thank you and I wish you and your family a Merry Christmas and Happy new Year!



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From: de Groot, Elizabeth
Sent: Thursday, December 22, 2016 10:09 AM
To: Ferreira, Anabela <aferreira@fanshawec.ca>
Subject: Curriculum Modifications - Information Required

Hello Anabela,

Tracy has reviewed the curriculum modifications that were submitted for the following programs and requires additional information in order to proceed with approving them:

- CPT2 – mapping of change or context for change
- RNR4 – mapping of program with change (pre-clinical readiness course)
- RPR3 - mapping of program with change (pre-clinical readiness course)
- BIE1 - mapping of program with change (pre-clinical readiness course); Should it say on DA a statement about taking Language Fluency 2 is unsuccessful in 1?
- BRN2 - mapping of program with change (pre-clinical readiness course); Should it say on DA a statement about taking Language Fluency 2 is unsuccessful in 1?

Please provide answers/information as soon as possible in January so we can get these changes processed.

Thanks,

Elizabeth

Elizabeth de Groot
Assistant to the Director

Centre for Academic Excellence
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